

3.2.2 Overview of the Permit/Site Specific Permits/ Legal Description

Applicability:

A legal description is required for all site-specific permits.

Content:

Applications submitted in accordance with 10 CSR 20-6.010 must be submitted on forms provided by the Department. Permit applications for point sources, water contaminant sources or wastewater treatment facilities require legal descriptions for all points designated as outfalls. An application form is considered incomplete for the purpose of review without this information.

The permittee is to supply the legal description information; that is, the Section, Township, Range, and County for the outfall(s) from the facility. Further, the section information is to be presented in either quarter-quarter section (Form A) or quarter-quarter-quarter section (Form B). The permittee is to supply a topographical map, or a copy of a topographical map, for the area of concern.

The process of developing the three levels of quarters involves dividing a section into quadrants (resulting in quarter sections), dividing quarter sections into quadrants (resulting in quarter-quarter sections), and dividing quarter-quarter sections into quadrants (resulting in quarter-quarter-quarter sections). The sequential levels of quarters are described in compass direction terms: northeast (NE), northwest (NW), southeast (SE) and southwest (SW). For example, a legal description may read the southwest quarter of the northeast quarter of the northwest quarter, Section 7, Township 56 North, Range 5 West, Ralls County. It could be written as SW $\frac{1}{4}$, NE $\frac{1}{4}$, NW $\frac{1}{4}$, T56N, R5W, Ralls County. Range, Township and Section information is in ARCVIEW, on the USGS topographical maps and the County Highway Maps.

Current permitting practices call for all outfalls to have UTM coordinates consisting of *Easting* and *Northing* information. This information is currently obtained using a GPS unit and following the current Departmental GPS policy and guidelines. The GPS reading is sent to the planning section on a Locational Data Collection Sheet for review and the information is entered into MoCWIS.

Legal References:

Code of State Regulations

10 CSR 20-6.010(1)(A) Construction and Operating Permits - General - Permits Required for Point Sources

10 CSR 20-6.010(2)(A) Construction and Operating Permits – Permit Applications – Forms, Required Map and Fees

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